To: LCP Contacts

From: Bert Moore, Director
       Doug Boline, Assistant Director
       Kerry Haag, Assistant Director
       Laura Jurgensen, Assistant Director
       Tate Toedman, Assistant Director

Date: June 3, 2020

Re: Title I Parents Right to Know

The Every Student Succeeds Act (ESSA) includes several parental involvement requirements. One of those is that all districts within the State understand and comply with the requirement to notify parents in Title I schools when their children are assigned to or are being taught by a teacher who did not meet state certification in a core academic subject for four or more consecutive weeks. The Kansas State Department of Education (KSDE) must have evidence that all districts across the State complied with this provision for the school year 2019-2020.

Districts must provide KSDE a copy of an actual letter sent to parents in a Title I school for the 2019-2020 school year notifying them that their child was being taught by a teacher who did not meet state certification in a core academic subject for four or more consecutive weeks. This information must reach KSDE no later than August 3, 2020. Please complete the information below and indicate which of the following conditions apply to the district.

USD # _______________ District Name ________________________________

One or more of the Title I schools had a class or classes taught for four or more consecutive weeks by a teacher who did not meet the state certification teacher requirements. Attached is a copy of an actual letter sent to parents for the following Title I school(s):

   Name of school ________________________________

   Name of school ________________________________

   Name of school ________________________________

All classes were taught by teachers who met state certification. There were no substitutes or teachers who did not meet state certification assigned to any one classroom for four or more consecutive weeks.

Please complete and submit via fax, mail or email by August 3, 2020 to:

Nicole Clark
Special Education & Title Services
Kansas State Department of Education
Landon State Office Building
900 SW Jackson, Suite 620
Topeka, KS 66612
Fax: (785) 291-3791
Email: nclark@ksde.org

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